

**COUNTY OF SUSSEX, VIRGINIA
EMPLOYMENT OPPORTUNITY**

MAINTENANCE WORKER

GENERAL DEFINITION OF WORK: Performs responsible skilled trades work in the care and cleaning of county buildings; does related work as required. Work is performed under the regular supervision of the Custodial Supervisor.

ESSENTIAL FUNCTIONS/TYPICAL TASKS: Cleaning and maintaining buildings and facilities. (These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Prepares surfaces for painting, paints walls, ceilings, doors, windows, cabinets, and equipment; Performs basic carpentry, electrical, masonry, repair and maintenance; Replaces light fixtures, switches and receptacles; Mows grass, edges, rakes leaves, collects and transports debris; Maintains mowers, tractors and equipment; Performs small engine maintenance; Changes oil, filters and fluids in vehicles; Performs custodial duties; sweeps, mops, strips, wax, seal and buffs floors; vacuums; Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES: General knowledge of building cleaning practices, supplies, and equipment and ability to use them economically and efficiently; ability to understand oral and written directions; ability to establish and maintain effective working relationships and associates; ability to read and write; physical ability to perform heavy manual work; ability to work independently.

EDUCATION AND EXPERIENCE: Any combination of education and experience equivalent to graduation from high school and some experience in building maintenance and repair. HVAC knowledge and/or experience is a plus.

PHYSICAL REQUIREMENTS: This is medium work requiring the exertion of 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects; work requires balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken words; hearing is required to perceive information at normal spoken word levels; visual acuity is required for visual inspection involving small defects and/or small parts, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions.

SPECIAL REQUIREMENTS: Possession of a driver's license valid in the Commonwealth of Virginia.

SALARY RANGE: \$21,524 to \$35,491 DOE/DOQ

Submit a Commonwealth of Virginia State Application (DHRM Form 10-012) to Sussex County Administration, Attn: Shilton R. Butts, Assistant to the County Administrator, Post Office Box 1397, Sussex, VA 23884; or hand deliver to 20135 Princeton Road, Sussex, VA 23884; or email to sricks@sussexcountyva.gov. The deadline to submit application is 4:00 P.M., Friday, January 29, 2016. **NO PHONE CALLS PLEASE.**